

STIAssessment v4.0

Deleting Assessment Results

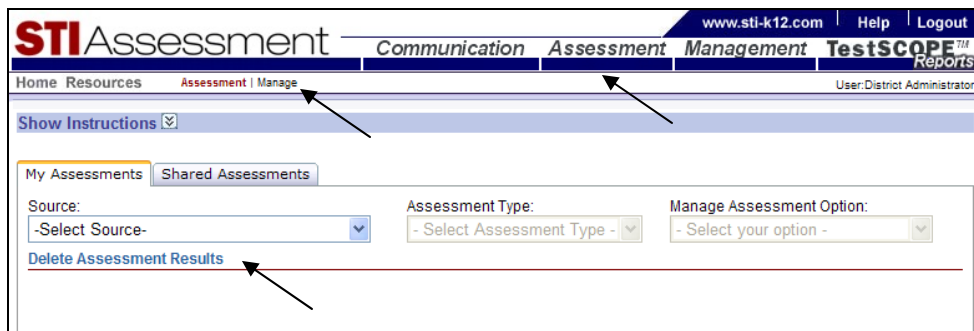
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Version: 4.0

Introduction

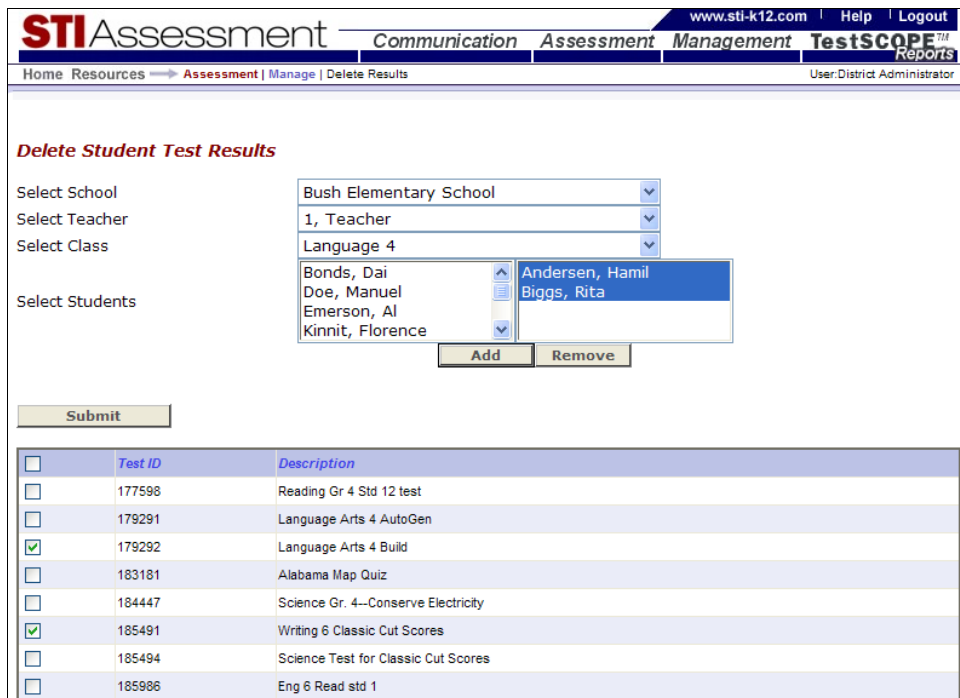
This document provides District Administrators with instructions on how to delete the results of an assessment in the event of an error. To protect the data in the system, only users with District-Administrator levels of access or above can delete the results of an assessment once it has been administered. If you are not a District Administrator, you will need to contact your District Administrator for help deleting assessment results.

Procedure for Deleting Assessment Results

1. Go to **Assessment | Manage**.
2. Select **Delete Assessment Results** to delete test results.



3. Use the drop-lists to select the *School*, *Teacher* and *Class*. Select one or more students (one at a time) and click **Add** to move them to the right-hand box. Click **Submit** and then check the appropriate assessment results to delete.



4. Click **Mark for Deletion**.

<input type="checkbox"/>	179291	Language Arts 4 AutoGen
<input checked="" type="checkbox"/>	179292	Language Arts 4 Build
<input type="checkbox"/>	183181	Alabama Map Quiz
<input type="checkbox"/>	184447	Science Gr. 4--Conserve Electricity
<input checked="" type="checkbox"/>	185491	Writing 6 Classic Cut Scores
<input type="checkbox"/>	185494	Science Test for Classic Cut Scores
<input type="checkbox"/>	185986	Eng 6 Read std 1

Mark for Deletion

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5. Results will be marked for deletion, and will be reflected in TestSCOPE reports by the next calendar day.

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STI Assessment Communication Assessment Management **TestSCOPE** Reports

Home Resources → Assessment | Manage | Delete Results User: District Administrator

Test Results have been marked for Deletion

Our scheduled processes would be deleting the test results of the selected students. Please check back later.

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